



CAREER OPPORTUNITY

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL RAILROAD ADMINISTRATION (FRA)

ANNOUNCEMENT NUMBER: FRA-04-71T

**POSITION TITLE: Chief Inspector, GS-2121-13
Full Performance Level: GS-13
Salary: \$69,762 to \$90,692 per annum**

**POSITION LOCATION: Federal Railroad Administration
Office of Safety
Charlotte, North Carolina**

AREA OF CONSIDERATION: FRA Wide (FRA status candidates and FRA candidates eligible for special appointing authorities. Candidates eligible for consideration under the Career Transition Assistance Program also may apply.)

OPENING DATE: 10-06-04

CLOSING DATE: 10-27-04

NUMBER AND TYPE: One Full-Time Permanent Position

Due to U.S. mail delays, it is recommended that applicants fax, use a professional delivery service (i.e., FedEx, UPS, etc.), email, or personally deliver applications to ensure timely receipt.

DOT is an Equal Opportunity Employer

All qualified applicants will be considered regardless of political affiliation, race, color, religion, national origin, sex, sexual orientation, marital status, age, disability, or other non-merit factors. DOT provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify us. Decisions on granting reasonable accommodation will be made on a case-by-case basis.

Why Work For Us? Transportation impacts every facet of American life, providing people access to work, school, loved ones, and nature's rich bounty. The U.S. Department of Transportation is committed to transportation excellence and strives to create the best possible integrated air, land, and sea transportation system for America. As a DOT employee, you will become a part of the dedicated workforce who work day-to-day to make measurable improvements in our transportation system, the security of our nation, and the quality of American life.

The Federal Railroad Administration, an Operating Administration under the Department of Transportation, was created to promote and enforce safety throughout the U.S. railroad system, rehabilitate the Northeast Corridor rail passenger services, consolidate Federal support for rail transportation, and support research and development for rail transportation for passengers, railroad employees and the general public.

Summary Of The Essential Job Functions: As a Chief Inspector, you will be required to:

- Serve as the principal advisor to the Deputy Regional Administrator on various aspects of railroad safety, making recommendations for revisions on national policies, regulations and programs related to safety programs.
- Coordinate the implementation of national enforcement policies and programs.
- Plan and coordinate a regional safety program consistent with the national plan, the Department's strategic plan, and Office of Safety technical directives and guidance.
- Coordinate preparation and finalization of controlled correspondence, reports, waivers and studies.
- Coordinate with and support other Federal and state agencies in rail related activities.
- Serve as the FRA representative in interagency, intergovernmental and intradepartmental matters, and with rail-regulated community, elected public officials, news media, civic and private interest groups on various departmental issues.

What Are The Minimum Qualifications For This Position?

You must have at least one year of specialized experience demonstrating:

- Broad knowledge of the railroad industry including economic and operating considerations and equipment;
- Knowledge of the general safety and health principles and practices applicable to the railroad industry;
- Knowledge of railroad accident investigation techniques; and

- Skill in written and oral communication.

What Are The Required Knowledge, Skills And Abilities For This Job?

- In-depth knowledge of at least one of the five railroad safety inspector disciplines: hazardous materials; signals and train control; operating practices; motive power and equipment; or track.
- Ability to perform analytical investigations and special studies and make recommendations to improve railroad safety in the region.
- Ability to provide expert technical advice and guidance to inspectors, railroad officials, shippers, State and local governments, emergency personnel and other Federal agencies.
- Knowledge of and ability to monitor and guide short-line inspection programs.
- Ability to conduct high profile accident investigations.
- Ability to assist in the coordination of State programs.

What Are The Desired Knowledge, Skills And Abilities For This Job?

- Ability to lead special technical projects.
- Knowledge of a second safety inspector discipline in addition to the required KSA #1 above.

How Will The Qualified Applicants Be Further Evaluated And Rated To Identify The Best Qualified? If you are basically qualified for this job, you will be further evaluated on the quality and extent of your total accomplishments, experience and education related to the knowledge, skills and abilities listed below, if any. We also may consider your performance appraisal, awards, and relevant training. Your ranking will measure the degree to which your background matches the demands of this position.

What Employee Benefits Do We Provide? The Federal Government offers excellent benefits, flexible work schedules and family-friendly programs. You will receive paid annual leave and sick leave. Depending on whether the position you are applying for is permanent or time limited, you will be eligible for retirement, health insurance, life insurance and Long Term Care insurance. A brief summary of the Federal benefits for permanent employees can be found at www.usajobs.opm.gov/EI61.htm.

Other Special Job Requirements

- If selected, you will be required to possess a valid State drivers license at all times while employed by the FRA in order to perform the duties of the position.

- If selected, you must pass a Drug Test prior to appointment unless you are presently employed in a DOT position that requires drug testing. You also will be subject to random drug testing while employed in this safety-sensitive position.
- The position requires extensive travel.

Before You Go Any Further, Here Are Some Other Things You Need to Know

- United States citizenship is required. (Proof of citizenship will be required to be shown upon appointment.)
- If you are a male between the ages of 18 and 26 or were born after December 31, 1959, certification is required at the time you are employed that you have registered with the Selective Service for the draft, unless Selective Service has approved a waiver for you.
- You must meet the qualification and time-in-grade requirements by the closing date of the announcement.
- The FRA has determined that seniority rights, leaves of absence, and reemployment rights generally constitute an actual or an appearance of a conflict of interest. New employees may be required to divest themselves of such rights immediately upon hire if these rights are determined to constitute an actual or appearance of a conflict of interest. If new employees are permitted to retain such rights, which is generally the case for Railroad Safety positions, the rights must be divested at the end of the one year probationary period. No waivers of this requirement will be granted.
- FRA employees are prohibited from owning railroad stock, except, under certain circumstances, as part of a diversified mutual fund.
- If you can be appointed under a special appointment authority, please let us know on your application the special appointing authority for which you can be considered. You must submit proof of your eligibility for a special appointment authority.
- Travel and transportation expenses will be paid if the selection results in a promotion OR for a geographical reassignment if the FRA selectee occupies a position that has significantly different duties from that of this position vacancy.
- If selected, you will be subject to the Standards of Ethical Conduct applicable to all DOT employees.

How To Apply For This Position

- 1) You may submit your current Resume, an OF-612 (Optional Application for Federal Employment), or an SF-171 (Application for Federal Employment). You may choose which form to submit provided it contains all required information. Required information is listed in the section below labeled "Here's What Your Application Must Contain."

- 2) For maximum consideration tell us in narrative format how you meet the “Knowledge, Skills and Abilities” for this position, found above.
- 3) A complete performance appraisal is required. It must be current – meaning it was issued to you within the past year – and it must be official – meaning it appraises your performance over a normal rating cycle in your present job and has been signed by your supervisor. If you are unable to submit your current performance appraisal, please tell us why. You also should submit a copy of your latest SF-50 "Notification of Personnel Action" that reflects career or career-conditional tenure.
- 4) To be considered for selection priority under the Career Transition Assistance Program (CTAP), you must submit appropriate certification that you are eligible. You also must meet the job’s minimum qualifications and rate at least Highly Qualified on the crediting plan for each knowledge, skill and ability requirements that is listed in this announcement.

HERE’S WHAT YOUR APPLICATION MUST CONTAIN

JOB INFORMATION

- Announcement number and title of the position

PERSONAL INFORMATION

- Full name
- Mailing address (with Zip Code)
- Social Security Number
- Country of citizenship (Most Federal jobs require United States citizenship)
- Veterans’ preference
(**Proof Required – Attach DD 214**)
- Federal employees & Reinstatement eligibles (**Attach SF-50**)
- Highest Federal civilian grade held

EDUCATION

- High School name, city, state, and date of diploma or GED
- College/University names, city, and state
- Major(s)
- Type and year of degree(s) received

WORK EXPERIENCE

(paid and unpaid)

- Job Title
- Duties and accomplishments
- Employer’s name and address (indicate if we may contact your current supervisor)
- Supervisor’s name and telephone number
- Starting and ending dates (month and year)
- Hours per week
- Salary and/or Grade (GS-or equivalent)

OTHER QUALIFICATIONS

- Job-related training courses (title and year)
- Job-related skills (e.g., foreign languages, computer software/hardware, etc.)
- Job-related certificates and licenses (current only)
- Job-related honors, awards, and special accomplishments (e.g., memberships in professional or honor societies, leadership activities, public speaking, performance awards and publications) (give dates)

Privacy Act Requirements: The forms referenced in this announcement are used to determine applicants’ qualifications for the position and are authorized under 5 U.S.C. 3302 and 3361.

Where To Send Your Application

- You may mail or deliver your application to the Federal Railroad Administration, Office of Human Resources, 1120 Vermont Avenue, NW., 6th Floor, Washington, DC 20590.
- If you are faxing your application, please limit the application to **a maximum of 20 pages** and include a cover sheet. Our fax number is 202/493-6169. We will not accept applications faxed from a Federal Government fax machine. You may email your application to teresa.overmier@fra.dot.gov.

- ALL applications must be in our office or postmarked by the closing date of the announcement.
- Applications mailed in a Government envelope will not be accepted.

Questions?

Call Teresa Overmier at 202/493-6116 or TDD 202/493-6487 or 6488, or email at **teresa.overmier@fra.dot.gov**. Please reference the announcement number so we can help you more efficiently.

Para mas informacion en espanol sobre este anuncio de vacante o cualquier otra information sobre empleo en las Federal Railroad Administration (FRA), por favor llame a Francisco Gonzalez 202/493-6076. La FRA es un empleador con igualdad de oportunidad en el empleo, y que por medio de programas de accion afirmativa mantiene un ambiente multicultural. Todos los que soliciten recibiran igual consideracion, sin ninguna excepcion, por raza, color, religion, sexo, origin nacional, politica, impedimento fisico o edad.

ALTERNATIVE FORMATS: If you need a copy of this announcement in an alternative format to accommodate a disability, please contact Marcella Mullins at marcie.mullins@fra.dot.gov, on 202/493-6114 or at the TDD number 202/493-6487 or 6488.

REASONABLE ACCOMMODATION: If you are requesting reasonable accommodation in connection with applying for this vacancy, please contact Marcella Mullins as listed above.